

I.	<u>Position Title:</u>	Water Construction Crew Leader	<u>Revision Date:</u>	06/04
			<u>EEO Code:</u>	Serv./Maint.
			<u>Status:</u>	Non-Exempt

Under the general supervision and direction of the Operations Manager and/or Construction Supervisor, performs skilled work pertaining to the operations, maintenance, and construction of the City drinking water, irrigation, flood control and sometimes storm drain systems.

- Involved in hiring, training, motivating, disciplining and directing 2-5 employees. Assigns and monitors work progress
- Maintains, constructs and installs main lines, service lines, fire hydrants, meters, wells, valves, pressure regulators, pump stations, tanks, etc
- Operates and maintains various types of heavy, light, and complex equipment that is used in maintenance and construction of the irrigation, flood system, and drinking water systems (backhoes, ten-wheeler trucks, excavators, high pressure machines, hand tools, etc)
- Repairs and installs surface features damaged during system maintenance including landscaping, sprinklers, asphalt, concrete, etc
- Responds to customer complaints regarding flooding, water service, irrigation, leaks, low pressure, frozen lines, and other related matters
- Reads, inspects, and adjusts meters
- Turns customer water service on and off
- Delivers notices to customers regarding water turn-off
- Coordinates with engineering personnel on review and inspection of new developments
- Responds to public inquiries, complaints, and requests
- Competes work orders and various other records pertaining to work activities.
- Performs after hours blue stakes markings as needed

- Performs other duties as assigned

Education: High School Diploma or equivalent education is required.

Experience: Four years of experience or technical training in water works, equipment operation, construction and/or closely related area is required to be eligible for this position.

Certificates/Licenses: CDL Class A License required prior to obtaining this position; Utah State Water Distribution Operator (Grade 4 minimum) Certification required; must obtain a UDOT Flagging Certificate within three months of hire.

Knowledge of: Tools, machines, and equipment used in the operation, maintenance, and construction of the water system; principles of maintenance and construction of water related projects; OSHA safety standards and EPA water standards and other related local, state, and federal regulations; knowledge of, and ability to set up safe work zones in accordance with OSHA and state standards; water system facilities, equipment, and operations.

Responsibility for: Moderate responsibility for the care, condition and use of materials, equipment, money, and tools; responsibility for directing other employees and making decisions which affect them including what they will do, when they will do it and how.

Communications skills: Ability to furnish and obtain information from other departments; contact with other departments.

Tool, Machine, Equipment Operation: Regular use of a telephone, computer, calculator, hand tools, dump trucks, utility trucks, pickup trucks, loaders, backhoes, and excavators.

Analytical Ability: Prioritize tasks, establish effective working relationships with employees and the public. Perform most complex tasks without supervision.

VI Working Conditions:

Regular exposure to unpleasant or hazardous working conditions caused by water, noise, dust, heavy equipment, toxic fumes, traffic, heights, and high voltage equipment; work in trenches, vaults, and manholes; frequent climbing, balancing, stooping, bending and kneeling; occasional lifting of up to 50 lbs; outdoor work in all types of weather; requires on-call status on a rotating basis, staying within reasonable response time and answering a beeper; seasonal shift work (including weekends and holidays) may be required.

The above statements are intended to describe the general nature and level of work being performed by the person (s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

DEPT/DIVISION APPROVED BY: _____ DATE: _____

PERSONNEL DEPT. APPROVED BY: _____ DATE: _____